

Minutes from a Meeting of the Concordia Council on Student Life
Held on October 23, 2009
SGW Campus H-769, 10 am

PRESENT: Ms. Elizabeth Morey (Chair), Ms. Lauren Broad (Secretary), Mr. Gerald Beasley, Dr. Catherine Bolton, Ms. Claudie Boujaklian, Mr. Jean Brisebois, Mr. Roger Côté, Ms. Melanie Drew, Ms. Angela Ghabban, Ms. Kristen Gregor, Ms. Marlene Gross, Mr. Daniel Houde, Mr. Auob Muntasar, Mr. Prince Ralph Osei, Mr. Rodney Roberts (on behalf of Ms. Katherine Hedrich), Ms. Dale Robinson, Ms. Katie Sheahan, Ms. Laura Stanbra, Ms. Brigitte St-Laurent, Ms. Lorraine Toscano.

ABSENT WITH REGRETS: Dr. Donald Boisvert, Johanne De Cubellis, Mr. Alexander Oster, Ms. Amanda Paquin, Ms. Rose Wangechi.

ABSENT: Mr. Manu Jain, Mr. Adrien Severyns, Ms. Stephanie Siriwardhana, Mr. Mohammad Faisal Uddin.

GUEST: Ms. Louyse Lussier.

1. APPROVAL OF AGENDA

The Chair called the meeting to order. Ms. Sheahan moved to approve the agenda. Mr. Osei seconded the motion.

The motion passed unanimously.

2. REMARKS FROM THE CHAIR

The Chair welcomed Mr. Roberts to the Council who was in attendance on behalf of Ms. Hedrich. The Chair congratulated Mr. Beasley on the new campaign launched in the library, which endorsed new quiet zones throughout the area. She noted that a "We Value..." banner had been erected at the Webster Library entrance to bring attention to the campaign and the Chair encouraged the Council members to go have a look. Mr. Beasley confirmed that he has been receiving great feedback about the campaign and is very optimistic for its success. The Chair said that the Student Services Directors had begun meeting with the student associations to discuss ideas on how to collaborate. This had been done in the previous academic year, however the discussions had only started much later into that year. The Chair noted several events that had taken place since the CCSL meeting in September, such as: the Multi-faith Chaplaincy interfaith awareness campaign; Volunteer Awareness Week, at which Counselling & Development put on the Volunteer & Leadership Fair; the CSU welcomed Dr. Wangari Maathai as part of their Speaker Series, to whom Concordia will be giving an honorary degree. The CSU will also be putting on a discussion with candidates for the upcoming election, and students were also preparing for their upcoming club orientation. The Chair announced that the Multi-faith Chaplaincy had posted a position for the development of the Loyola chapel, in hopes of promoting the chapel as a multi-faith space. The Chair said that the process was in motion to get bottles of hand sanitizer to the umbrella student groups, as agreed at the September 2009 CCSL meeting. The Chair was happy to report that Ms. Wangechi had been honoured with the 2009 Rising Star Award from the Council for Advancement and Support of Education (CASE) District I. The Chair said that a meeting had taken place, including several members of the university community, for a demonstration of a software that would produce a co-curricular report for students, to give credible recognition to their volunteer and leadership activities outside the classroom. She noted that if the initiative were approved, the goal would be to launch it in the winter 2010 semester. The Chair said that a few guests from the Concordia community may be asked to speak to the Council at the November 2009 CCSL meeting to bring awareness to their programs, such as the Right to Play and the Alternative Spring Break.

3. APPROVAL OF MINUTES FROM THE MEETING OF SEPTEMBER 18, 2009

Ms. Stanbra moved to approve the minutes from September 18, 2009 and Mr. Muntasar seconded the motion.

The motion passed unanimously.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Year-end Financial Reports

The Year-end Statements 2008-2009 for Student Services and Recreation & Athletics were distributed to Council members.

Student Services Year-End Statement 2008-2009

Mr. Côté reported that the year-end statements are traditionally reviewed each year at CCSL for the purpose of sharing information to the Council members. He explained that the netted budget was shown in the table, and that it revealed that the actual revenues and expenses as of May 31, 2009 were only a slight variation from the budgeted amount. He went further to say that this variation did not affect the bottom line, as was clear in the statement. Mr. Côté reiterated that this was distributed to CCSL for information purposes only and that the statement was closed May 31, 2009.

Recreation & Athletics Year-End Statement 2008-2009

Ms. Sheahan reported that the Recreation & Athletics Department had four sources of revenue: government grant per FTE; student services fee per credit; sponsorship; and event sales/registration. She noted that the Recreation & Athletics statement was similarly a balanced budget. Ms. Sheahan said that 2008-2009 had been the third year in a three-year budget cycle, and in retrospect, some revenues had arrived in slightly different packages than they had anticipated at the beginning of the three-year cycle, however their estimates had been very close. She explained that the \$282,609.00 expenses falling under Replacement and Re-Investment included any investments to replace, repair or restore the facilities at the Sir George Williams or Loyola campuses, to ensure that they were ready for use. There had been a major investment in the lockers rooms of Le Gym in November 2008 to accommodate to the increasing demand, and the work had been completed in May 2009. Ms. Sheahan opened the floor to any questions from Council members.

Mr. Osei recognized a difference of approximately \$71,000 between budgeted and actual salaries in the Recreation & Athletics statement and asked what had caused this. Ms. Sheahan answered that there were two areas that could account for the difference. The first was that the three-year budget had been established in 2005-2006 based on the knowledge at that time of salary scales and possible adjustments by the University. The projections made did not necessarily fall in line with the actual outcome over the three-year period. The second explanation would come from any unforeseen adjustments in costs such as benefits, unemployment insurance or Medicare.

5. REPORTS AND ITEMS OF INFORMATION

The Chair announced that a student representative from Continuing Education had still not been appointed, but she was hopeful that this would be resolved before the November 2009 CCSL meeting.

5.1 Sub-committees

CCSL Special Projects

Ms. Stanbra distributed a detailed list of the 2008-2009 approved Special Projects. She pointed out the summary on the back of the report, which revealed the total number of approved projects compared to the number of projects submitted. Ms. Stanbra explained that the total amount distributed, \$112,720.41, varied from the total amount approved, \$139,831.22 for any number of reasons, including applicants withdrawing their request, not submitting their receipts, or changes in expected costs of a project. She compared the number of submitted projects to the number of approved projects, revealing a 77% approval rate. Ms. Stanbra remarked that the deadline for submission was October 16, 2009 and that 45 projects had been submitted for the fall 2009 semester. A review meeting for the Special Projects sub-committee had been set for November 13, 2009 and she would therefore be able to report back to the Council with results at the November 2009 CCSL meeting.

Mr. Osei asked what was the total budget for the Special Projects and what would happen to any leftover funding. Ms. Stanbra confirmed that the total budget is \$165,000, with \$15,000 going to the Housing and

Job Bank (HOJO). She said that any leftover funding from 2008-2009 had been earmarked for the "We Value..." campaign and the co-curricular report, a decision that had been discussed and agreed upon at prior CCSL meetings. The Chair added that she would report back on what had been spent to date on the "We Value..." campaign. Mr. Osei stated that although the CSU had been approved in 2008-2009 for \$25,000 for their Speaker Series project, only \$9,626.66 had been distributed. As secretary for the Special Projects sub-committee, Ms. Broad confirmed that the CSU had submitted receipts totalling only the amount that they were reimbursed, therefore they did not receive the total amount that had been approved to them for this particular project.

CCSL Awards

Ms. Morey reported that the Awards sub-committee would be meeting shortly to review the selection process for the awards. She noted that in the 2008-2009 academic year, a Volunteer Recognition certificate had been added to the Awards night, and in fact, more nominations were made for this than for the CCSL Outstanding Contribution Awards.

Campus Wellness Committee/Healthy Campus Initiative

The Chair reminded the Council that the Campus Wellness Committee/Healthy Campus Initiative had been in abeyance for a few years and would remain so until enough interest was shown. She asked that Council members interested in participating contact Ms. Broad as soon as possible.

Housing and Job Bank (HOJO)

Ms. St-Laurent reminded the Council that Mr. Elston, coordinator of HOJO, had given a year-end report at the September 2009 CCSL meeting. This report had been missing some statistics from the final months of the fiscal year, and Ms. St-Laurent said that the updated final report had been emailed to all members of CCSL the previous week for their information.

Committee on Communication & Awareness Raising of the Student Services Sector

Ms. Sheahan reported that no new meeting had taken place, but that the committee outline was under review with some possible changes to come. Ms. Sheahan agreed to keep the Council informed on any developments.

6. NEW BUSINESS

Mr. Osei announced that there would be two events taking place in November as part of the CSU Speaker Series: Ms. Jeannette Holman-Price on November 11, 2009; and Mr. Justin Trudeau on November 12, 2009. Mr. Osei encouraged members of CCSL to attend and said that it would be appreciated to see members of the administration at these events.

Ms. Drew brought it to the attention of the Council that a link to information on the H1N1 virus would be made available the following day through the Concordia website. She informed the Council that Health Services would not be administering the H1N1 vaccine, that it was being centralized by the Department of Public Health. Ms. Drew anticipated that the vaccine would be made available after regular business hours, in the evenings and on weekends, to accommodate the demand. The Chair added that a letter had been sent out to all students, under her name, urging them to stay home when sick and to email their professors if they were going to miss an assignment or exam due to illness. She had also received a request from a school board off the island of Montreal requesting to use the content from this letter. Ms. Drew encouraged the CSU and GSA to get the word out to fellow students to stay at home when sick and to inform them that they do not need to get a note from a doctor to confirm their illness. She noted that students continued to go to Health Services when they were sick and she wanted to discourage that since it would only spread the transmission of the virus. Ms. Gross asked if the University would actively encourage students to get the H1N1 vaccine. Ms. Drew responded that on a personal level, she would encourage anyone to be vaccinated, especially those who may be at risk or around those who may be at risk. Ms. Drew acknowledged the problem of passing on the virus to others who may have more severe reactions. Ms. Robinson asked where more information would be made available to the university community, and Ms. Drew replied that a link to the Department of Public Health would be made available on the homepage of the Concordia website. Ms. Gregor inquired if people would be reimbursed for the vaccine or if it was free to everyone and Ms. Drew confirmed that it would be completely free of charge.

Mr. Côté continued the dialogue, adding that the University did not have an official position on whether or not students should be vaccinated, but that it was their personal choice. He recognized that there were constituents within the University who would encourage students to take the vaccine and that it would be appropriate for Health Services to do so.

Ms. Sheahan reported that Recreation & Athletics had three upcoming, exciting events: the basketball teams were headed to the nationals in Oshawa; the women's rugby team would be playing in the semi-final game that night and a win would send them on to the provincial championship; the following night, the men's football team would be hosting McGill in the annual Shaughnessy Cup. Ms. Sheahan made it known that the men's football team had been through a trying season with the sudden death of one of their teammates over the summer. Although they did not expect large crowds at the game over the weekend due to poor weather predictions, Ms. Sheahan said that it would be very meaningful for the players to see fans in the stands showing them their support.

7. NEXT MEETING

The next meeting is scheduled for November 20, 2009, 10am, SGW H-769.

7. TERMINATION OF MEETING

Mr. Osei motioned to terminate the meeting. Ms. Drew seconded the motion.

The motion passed unanimously.